

<b>Addendum NO.</b>	H&S2	<b>TITLE</b>	Traffic, Driving Policies and Procedures		
<b>WORK PLAN</b>	Health and Safety Plan				
<b>LOCATION</b>	Appendix B				
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## INTRODUCTION/PURPOSE

This document contains the basic policies and procedure for safely operating vehicles associated with the Joplin debris removal program. Worker and public safety is both the contractor and USACE's principal objective during the debris removal. The transportation of debris from the loading site to the disposal facility and the return trip present the largest exposure to risk to the public, and a significant amount of risk to the driver. To mitigate this risk a set of policies has been employed by Weston Solutions, Phillips and Jordan, and the USACE.

## PROCEDURES

In general, the following sequence of events occurs as debris is removed from right of ways (RoWs) or personal property, transported to a disposal facility, offloaded, and returns to the impacted area.

1. Truck either self load using a "knuckle" boom and grapple or are loaded by a separate piece of equipment. The street area is secured by barricades, a flagger directs local traffic, and the flagger directs the trucks into traffic.
2. Trucks secure their load using a cover of some type or using the boom and grapple.
3. The truck enters local traffic streams, and travels through the municipality towards disposal facilities using larger highways and interstates.
4. Trucks enter the disposal facility; proceed to a checkpoint, and load volumes are estimated by USACE personnel located in towers above the trucks. At this point the trucks are issued a load ticket.
5. Trucks are guided by flaggers to an offload point where the trucks either dump their load by raising their beds or use the "knuckle" boom to unload the truck and trailer.
6. Trucks proceed to the exit point where the USACE mans a second tower to verify the trucks are empty and empty trailers are either covered and the boom secured.
7. Trucks exit the disposal facility, and reenter the public traffic domain to return to the site.

## CONCERNS

1. Speeding
2. Red light violations
3. Stop sign violations
4. Driver requirements
  - a. Commercial Driver's License (CDL)
  - b. P&J certification
  - c. Site specific documentation
5. Equipment
  - a. Inadequate tires – bald, bulging, cuts, punctures
  - b. Brake systems, smoking, low fluids, inadequate air pressure, worn pads
  - c. Signal lights, brake lights, head lights
  - d. Loader seats
  - e. Backup alarms
  - f. Sideboards
  - g. Seatbelts
6. Operating - proximity to towers, proximity to workers, disposal facility traffic

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## MITIGATION PLANS

### 1. Speeding:

- a. Description: Speeding trucks are the primary concern of site personnel. The trucks and trailers used to remove and transport the debris are larger and more cumbersome than are typically used on smaller residential streets. Trucks traveling at speeds in excess of those posted or speeds above what is determined reasonable for the size and load of the truck could result in accidents affecting both the public and workers. Trucks are instructed to strictly obey site safety personnel's direction regarding allowable speeds.
- b. Policy: Trucks observed by safety or other site personnel to be operating at a high rate of speed will be reported to the sector manager and site management. If the situation is determined to be of a serious nature, the trucks placard will be removed and the truck dismissed from the project. P&J will use the placard ID number to reference the truck and driver (by license plate, driver's CDL, and equipment serial number). The equipment and driver will be "red flagged" in the ADMS system and not allowed to work on the project. If a driver receives a citation from law enforcement or the department of transportation the driver and equipment will be "red flagged" and dismissed from the project.
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. All site personnel and a portion of the public recognize the P&J placards on haul units. All personnel are encouraged to record placard numbers and truck descriptions to report trucks operating in an unsafe manner.

### 2. Red light violations

- a. Description: Trucks running red lights are serious threat to worker and public health. The trucks and trailers used to remove and transport the debris are larger and more cumbersome than are typically used on smaller residential streets, and require additional distance to stop. Drivers should be aware of this requirement and provide themselves with significant distances.
- b. Policy: Trucks observed by safety or other site personnel to run red lights will be reported to the sector manager and site management. If the situation is determined to be of a serious nature, the trucks placard will be removed and the truck dismissed from the project. P&J will use the placard ID number to reference the truck and driver (by license plate, driver's CDL, and equipment serial number). The equipment and driver will be "red flagged" in the ADMS system and not allowed to work on the project. If a driver receives a citation from law enforcement or the department of transportation the driver and equipment will be "red flagged" and dismissed from the project.
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. All site personnel and a portion of the public recognize the P&J placards on haul units. All personnel are encouraged to record placard numbers and truck descriptions to report trucks operating in an unsafe manner.

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### 3. Stop sign violations

- a. Description: Trucks running stop signs are serious threat to worker and public health. The trucks and trailers used to remove and transport the debris are larger and more cumbersome than are typically used on smaller residential streets, and require additional distance to stop. Drivers should be aware of this requirement and provide themselves with significant distances. Some signage within the storm affected areas has been destroyed or damaged affecting the visibility of the signs to drivers. Drivers should be aware of potentially missing signs or the visibility of signs being compromised.
- b. Policy: Trucks observed by safety or other site personnel to run stop signs will be reported to the sector manager and site management. If the situation is determined to be of a serious nature, the trucks placard will be removed and the truck dismissed from the project. P&J will use the placard ID number to reference the truck and driver (by license plate, driver's CDL, and equipment serial number). The equipment and driver will be "red flagged" in the ADMS system and not allowed to work on the project. If a driver receives a citation from law enforcement or the department of transportation the driver and equipment will be "red flagged" and dismissed from the project.
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. All site personnel and a portion of the public recognize the P&J placards on haul units. All personnel are encouraged to record placard numbers and truck descriptions to report trucks operating in an unsafe manner.

### 4. Driver requirements

- a. Description: All drivers operating a debris hauling unit are required to have a CDL, certification documents linking the driver to the vehicle, and all other P&J specific site documents in their possession at all times. The drivers are notified of this requirement during their orientation prior to receiving a placard. If a driver is exchanged for a particular truck, a change of driver form must be completed and attached to the truck's documentation package.
- b. Policy: Drivers who are found to be operating a hauling unit without a CDL will be dismissed from the site. If the crew is complicit with assigning a driver without CDL to the truck, the equipment and entire crew will be dismissed and "red flagged". If a CDL equipped driver is operating the vehicle who was not previously certified for that vehicle, and has not completed change of driver form, the driver will be provided with a form and warned that this documentation is required. If the driver continues to operate other vehicles without completing the change of driver form, the driver will be dismissed from the site.
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. P&J will conduct both scheduled and random checks of trucks to determine conformance to all policies, including personnel and equipment. The majority of these inspections will occur at the outbound lane of the disposal facilities.

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## 5. Equipment

- a. Description: All trucks are inspected for safety and operational status prior to becoming employed on the project through the P&J certification procedure. During this procedure the trucks and other equipment are inspected for safety and utility. The following equipment is reviewed: loader seat, brake lights, side boards, backup alarm, tires, brakes, tarps, dump beds, turn signals, lights, and hydraulics.
- b. Policy: Owners are expected to maintain their vehicles to the project standards throughout the debris removal action. Any vehicle deficiencies noted by site staff, law enforcement, or DOT are to be rectified by the owner immediately. The vehicle will be formally taken out of service through the ADMS system, until such time that the owner can demonstrate to P&J personnel that the deficiency has been addressed to the P&J representative's satisfaction. After all concerns are addressed, the vehicle will be reinstated into service.
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. P&J will conduct both scheduled and random checks of trucks to determine conformance to all policies, including personnel and equipment. The majority of these inspections will occur at the outbound lane of the disposal facilities.

## 6. Operating

- a. Description: Drivers are expected to operate their vehicles in a safe manner that complies with both site standards and state and local laws. Debris removal conditions require that personnel operate their vehicles in close proximity to a number of hazards, site personnel, and the public. All drivers attend an orientation prior to employment at the project. The orientation includes safe driving instructions, operating procedures, site layout, and operational objectives. In addition to the site orientation, drivers are briefed on site specific hazards every day during the tailgate safety briefings. Drivers are to wear seatbelts, obey flagger instructions at the loading site, disposal facilities, and anywhere in between. Specific hazards to be aware of include loading crews in the work zone, heavy equipment operations at the disposal facility, and towers at the disposal facility.
- b. Policy: Drivers are expected to adhere to all safety protocols described during the orientation, tailgate safety meeting, and state and local laws. Drivers who are operating in an unsafe manner will be dismissed and "red flagged".
- c. QC checks: Daily meetings with DPS, MDOT, and law enforcement agencies will provide a forum to exchange information regarding the truck driver's conformance to state and local laws. Any issues identified by these stake holders will be investigated (request for citation records, interviews with enforcement personnel, etc.) by site management and the information utilized to make policy decisions described above. Weston and P&J safety personnel will maintain site awareness regarding unsafe operations and report any violations to the site management team.